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Board of County Commissioners Agenda Request 7

Date of Meeting: 4/24/2001**Date Submitted:** 4/18/2001

TO: Honorable Chairman and Members of the Board
FROM: Parwez Alam, County Administrator
Laurie Ringquist, Director of Administration
SUBJECT: Budget Software Request for Proposal

Statement of Issue:

The County has received proposals for the Budget Development System and staff is requesting the Board reject all of the proposals.

Background:

On January 30, 2001, the Board authorized staff to advertise a Request for Proposals for the acquisition of a Budget Development System. The intent was for the County to acquire an off-the-shelf application that would require limited modification for Leon County's use. The purpose of the software is to replace the current process utilized to develop the annual budget and CIP.

Leon County currently develops its annual budget through the use of Excel spreadsheets. The spreadsheets are developed and updated annually by OMB and distributed to departments/agencies to submit their budget requests. OMB also develops and maintains the revenue portion of the budget in Excel spreadsheets. The process is very manually intensive. A considerable amount of staff time is devoted to data entry and manipulation of various Excel spreadsheets. As the expenditure, revenue and personnel data does not reside in a data base, it is difficult and labor intensive to: integrate revenues and expenditures for purposes of balancing funds, prepare the annual budget load to finance, perform ad hoc queries, prepare the TRIM budget advertisement and prepare the actual budget document

The opening date for the proposals was March 20, 2001.

Analysis:

Included in the adopted FY2000/2001 Budget is \$65,000 for this application. As can be seen in the following table, all of the proposals exceed the existing appropriation.

Firm	Total Cost	Annual Maintenance
Fletcher & Fletcher	\$135,000	\$27,000 (plus CPI annually)
Information Systems of FL	\$250,000	\$145/hour

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American Management Systems Inc.	\$376,250	\$30,000
Adaytum/Empower	\$455,300	\$29,560 (plus CPI annually)

In preliminary reference checks with Pinellas County, the County did not receive favorable feedback regarding a current installation of the Fletcher & Fletcher product. Leon County will continue to monitor the Pinellas installation. The remaining products were cost prohibitive and did not warrant any further research at this time. In particular, the on-going maintenance costs for all of the applications do not appear to be reasonable for what the County requires.

In light of the responses, it is staff's recommendation that the County reject all proposals at this time.

As a next step, staff intends to further research what other jurisdictions are utilizing to develop their annual budgets. There are other national resources that may be able to help in this effort, such as the Government Finance Officer's Association (GFOA) and the International City/County Management Association (ICMA). Given the existing appropriation of \$65,000, additional resources may be necessary and would be requested as part of the upcoming budget cycle.

Options:

1. Reject all proposals to proposal number: BC-03-20-01-17
2. Provide staff other direction.

Recommendation:

Options 1

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